

Musser Public Library Board of Trustees

January 17, 2018 meeting

408 East Second Street

Present: Daufeldt, Gordon, Wojtecki, Dew, Moravec

Absent: Gradert, Regennitter, Johnson, Olson

Staff: Collins, P., Benefiel, Fiedler, Carlson

Friends Rep: None

Approval of Agenda: Gordon motioned to approve the corrected agenda and Dew seconded. All ayes.

Approval of Minutes: Wojtecki motioned to approve and Gordon seconded. All ayes.

New Building Update: Randy Hill and Glenn Stelzner gave an updated report on the new building progress. Shelving should be out for bids next week. Hill is investigating grant funding to tell the story of the new building. Stelzner reported the construction was a week ahead of schedule. Collins stated that we are investigating installing vending machines in the existing kitchen.

Ratify Bills for Payment: Collins reviewed the bills for payment. Moravec motioned to approve bills for payment, Dew seconded. All ayes

Citizens Speak: None

Staff Liaison: Benefiel stated that the staff is continuing to prepare the collection for the move.

Friends Report: None

Director's Report: Collins discussed the weeding process and explained that with drawn materials in good condition were being sent to Better World Books where they would be sold or donated to needy areas around the world. Better World Books pays all the shipping costs and the Friends earn a percentage of all items sold.

Old Business-

Friends situation update: Kristine Fangman will take over for the Friends as president, there are a few active board members who will be meeting soon.

Community Foundation: The Friends will also be opening an account through the Community Foundation and hopefully an endowment account.

Review Budget: In the personnel budget, we are asking for a \$40,000 increase. The budget review for Musser is January 27 at City Hall.

New Business-Proposed Holidays FY 18-19: The holidays for the library to be closed were presented. Gordon motioned to approved closures as presented and Dew seconded. All ayes.

Close meeting rooms: Beginning February 1st, Collins would like to ask to close the meeting rooms at the library. All programming will be suspended except Lapsit which would continue downstairs in the children's area. Wojtecki motioned to approve and Gordon seconded. All ayes.

Proposed increase for Contract Services: Collins presented the 2.9% increase for the surrounding county services. Dew motioned to approve and Moravec seconded. All ayes.

Purchase order approvals: Collins explained parts of the budget. The \$100,000 opening day collection would come from the Trust which would leave \$60,000 balance to cover our part of the CAT grant. After some discussion, Moravec asked if this could be tabled until we hear the rest of the information. Collins explained we need \$63,185.00 for the RFID equipment that needs ordered for security system, etc.

Collins explained \$152,000 is what is needed. \$100,000 opening day collection and \$63,185.00 RFID equipment and this would come from the Trust account.

Dew motioned to take \$100,000 from the Trust to fill the CAT grant obligation for the opening day collection and Moravec seconded. All ayes.

Moravec motioned to take \$52,000 out of the funds for the RFID bill, remaining will come from the CAT grant, Gordon seconded. All ayes.

Adjourn: Moravec motioned to adjourn, Dew seconded. Meeting adjourned 6:05 pm.

Next Board Meeting will be Wednesday, February 21, 2018

Location 408 East 2nd